



**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
CONSTRUCTION CODES COORDINATING BOARD**

**SPECIAL MEETING**

**Minutes of Tuesday, March 1, 2011**

2:00pm – 4:00pm

**1100 4th Street, SW**

**Directors Conference Room 5<sup>th</sup> Floor**

**Washington, DC 20024**

<b>Members Present</b>	<b>Acting Chairman: Paul Waters</b>
Alex Berley (Vice Chairman)	Absent Member: Herbert Taylor
Rabbiah Sabbakhan	
Marc Fetterman	
Ethan Landis by Conference Call	
Dave Hollinger by Conference Call	
Jill Stern	
Curtis Clay	
Robert Hershey	

***1. Call to Order***

Meeting was called to order at 2:25pm and a roll call of members present. Paul Waters started the meeting by introducing himself as the acting chair. He asked if anyone would like to add anything to the agenda.

The following items were added to agenda (1) Renewal of ID Cards for Board Members and (2) Code Publication Timeline Update.

***2. Review and approval of the meeting agenda***

**(Past meeting minutes)**

(Berley) Alex Berley went over Item #7a. from the follow-up meeting email sent by him. (A copy of the email was given to members at the beginning of the meeting). He gave an overview of what the expectations are concerning providing the Board with meeting minutes. Members agreed that they are willing to assist LaShawn Dickey in correcting and finalizing the minutes once distributed to them due to the technical language.

There are currently eleven (11) meeting minutes that have not been reviewed and finalized.

(Waters) DCRA will send the past eleven (11) meeting minutes in word format by email to members. The past meeting minutes will be from September 2010 – November 18, 2010. Members will review, make changes/comments and send to Marc Fetterman by close of business 3.13.11.



***3. DCRA report on status of filling vacant Chairman position and administrative roles.***

(Sabbakhan) DCRA has selected Paul Waters to act in the position of Chairman until a permanent Chairman has been selected. LaShawn Dickey along with other DCRA staff will assist the Board with administrative items.

*Discussion:* Can Paul Waters serve in the role as “Acting” Chairman? According to the Mayor’s Order the Chairman has to be appointed by the Mayor.

(Waters) Helder Gil will check on the Mayor’s Order concerning the appointment of an “Acting” Chairman and report to Board at the next meeting.

***4. DCRA report on documentation by former Chairman of revisions to amendments***

(Waters) All members will review the “Draft Construction Code Supplement 2011-12 DCMR”, make edits relating to individual Member section and send by email a red-line track document to Paul Waters, who will re-distribute to Members by the next meeting. (3.17.11)

***5. Update from each TAG Chair on outstanding amendment issues***

(Discussion) Waters, Berley

Each TAG Chair will review their individual TAG amendments and submit any changes to Alex Berley. Amendment changes will be compiled into one master document and distributed at the next board meeting. (3.17.11)

(Waters) DCRA will look at the CCCC records that were kept internally by Gerald Keys and attempt to locate documents. DCRA will attempt to contact Gerald Keys for additional follow-up. Paul Waters will update Members at the next meeting. (3.17.11)

***6. New Amendments***

A new code change was introduced to the Board for “2011 12A DCMR Section 102.3” (Changing this section back to language in 2008 Version of 12A DCMR). The motion will be voted on at the next board meeting. (3.17.11)

Meeting adjourned at 3:50pm.